

Here are examples of documents you can send.



DHS may need more information to decide if you can get benefits.

These are examples of the documents you can give DHS to provide that information.

Information Needed	Examples
Earned Income	Pay stubs, employment letter, wage form, tax return, completed verification of earnings form, farming/self-employment records.
Unearned Income	Social Security award letters, VA award letters (must include aid and attendance), retirement benefits letters (APERS, pension, railroad, OPM, etc.), rental property rental agreement, any monies received from insurance companies, trust documents (revocable, irrevocable, annuity, special needs, etc.), mineral rights/oil lease payments (including all checks received in last 12 months), any interest payments, worker's compensation, cash contributions.
Citizenship	US passport, US citizen ID card (I-197), Social Security record, school record, birth certificate, Medicare card, certificate of naturalization, certificate of citizenship.
Liquid Resources	<p>Bank account statement for all checking and savings accounts, Direct Express account, deeds to all real property, personal property assessments, trust documents, life estates, certificate of deposit, Individual Retirement Account (IRA), patient fund accounts, any inheritance or insurance settlements, copies of promissory notes, any stocks or bonds, dividends.</p> <p>If you own a home, no one is living in your home, and you would like to return home at some point in the future, please provide signed written statement stating your intent to return home. Proof of any resource that was sold, deeded, given away in the last 5 years (Bills of sale, receipts, bank statements, deeds, etc.)</p>
Residency	Driver's License, rent or mortgage statement, written statement from someone outside the home, other document showing name and address.
Identity	Driver's License, adoption record, birth certificate, income tax return, law enforcement records (ex. sentencing order, release paperwork), federal, state, or local government issued ID.

Information Needed	Examples
Psychological Eligibility	<p><u>Child</u></p> <ul style="list-style-type: none"> • Aged 5 – 18 or 21 if still in school; School records that include most recent psychological evaluation report (current within 3 years). It should show the Intelligence Quotient (IQ) and adaptive behavior. • Current Individualized Education Plan (IEP) with conference decision form. • Other therapy evaluation reports that have related or support services (OT, PT, Speech, or Mental health reports as applicable). <p><u>Adult</u></p> <ul style="list-style-type: none"> • Signed and dated Psychological evaluation report. It should show the Intelligence Quotient (IQ) and adaptive behavior (current within 5 years).
Expenses	Household expenses such as real property tax (like for home or land) and personal property tax (like for vehicles, boats, campers, motorcycles), mortgage or rent, homeowner insurance premium, rental insurance premium.
Relationship	Marriage license or divorce decree, birth certificate, school records, adoption records or court order.
Date of Birth	US passport, US citizen ID card (I-197), school record, birth certificate, certificate of naturalization, certificate of citizenship, Driver's License, adoption record, federal, state, or local government issued ID.
Burial Resource	Burial policies, deeds to burial plots, itemized burial contract, life insurance policies connected to burial contracts, burial annuity, burial association policy.